



**DISTRICT OF COLUMBIA  
DEPARTMENT OF HEALTH  
HEALTH PROFESSIONAL LICENSING ADMINISTRATION  
BOARD OF DIETICIAN AND NUTRITION**

To expedite the processing of your **NEW LICENSE APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying:

**NUTRITION BY EXAMINATION**

Checklist of Supporting Documents required

- ☐ A complete signed application for DC License.
- ☐ Two (2) recent passport photos (2" X 2")
- ☐ Social Security Number or a Sworn Affidavit
- ☐ Name Change Documents
- ☐ Completed Moral Character Reference Form
- ☐ DC Exam
- ☐ One Official Transcript
- ☐ Supplemental Information Form
- ☐ Completed Supervision Verification Form.
- ☐ Fee must be in the form of Check, Money order or  
Certified Check Payable to Promissor, Inc.
- ☐ \$202 for Application and License Fee

**NUTRITION BY RE-EXAMINATION**

Checklist of Supporting Documents required

- ☐ A complete signed application for DC License.
- ☐ Two (2) recent passport photos (2" X 2")
- ☐ Name Change Documents
- ☐ \$91 for Application and License Fee

**NUTRITION BY ENDORSEMENT**

Checklist of Supporting Documents required

- ☐ A complete signed application for DC License.
- ☐ Two (2) recent passport photos (2" X 2")
- ☐ Social Security Number or a Sworn Affidavit
- ☐ Name Change Documents
- ☐ Completed Moral Character Reference Form
- ☐ DC Exam
- ☐ Supplemental Information Form
- ☐ Completed Supervision Verification Form
- ☐ Verification of Licensure in Other Jurisdiction(s)
- ☐ Fee must be in the form of Check, Money order or  
Certified Check Payable to Promissor, Inc.
- ☐ \$202 for Application and License Fee